NSLDS GA DATAPREP FOR PC, VERSION 3.1
Installation and Uninstallation Instructions

January 2004

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Installation and Uninstallation Instructions

Section 1: Introduction

The Department of Education is pleased to announce the availability of NSLDS Guaranty Agency DataPrep for PC, Version 3.1 (GA DataPrep).

This document provides instructions for downloading and installing the new GA DataPrep software from the FSA download site at www.fsadownload.ed.gov.

- Section 2 describes the procedures for installing the software using Microsoft Internet Explorer.

- Section 3 describes the procedures for installing the software using Netscape.

- Section 4 describes the procedures for uninstalling GA DataPrep.

If you have any questions regarding this release, contact the NSLDS Customer Service Center at 1–800–999–8219, 8 a.m. to 8 p.m. Eastern Time or email at nsldscoe@raytheon.com.

1.1 Important Installation Notes

- GA DataPrep is specifically designed to be downloaded from the FSA download site and installed on PCs running the Windows 2000 or Windows XP Pro operating systems.

- GA DataPrep's Windows 2000 installation requires you to have Administrator privileges on the install machine. If you are unable to install GA DataPrep, contact your technical support staff to set up Administrator privileges on the install machine.

- Some organizations restrict downloading from FTP sites. If you are unable to download GA DataPrep, contact your technical support staff to ensure that you have full FTP download privileges.

- The time it takes to download the GA DataPrep software depends on the file size and the speed of your Internet connection. The table below shows the minimum download time for various speeds. The actual time will vary depending on the quality of the phone line and Internet traffic.

Modem Speed	28.8 kbs	33.6 kbs	56 kbs	64 K ISDN	128 K ISDN	512 K ADSL
Download Time	49 min	42 min	26 min	22 min	11 min	3 min

Section 2: Installation Instructions Using Microsoft Internet Explorer

1. Uninstall all previous versions of GA DataPrep on your machine. If you are *re-installing* Version 3.1, uninstall the previous installation before proceeding. Instructions for uninstalling GA DataPrep are found in Section 4.

2. Close all other Windows applications.

3. Open Microsoft Internet Explorer.

4. In the Address field, enter the following URL:
   http://www.fsadownload.ed.gov/SoftGA.htm.
   Then press **Return**.

5. On the GA DataPrep download page, in the Software area, click **Full Download,** to start the download. The File Download box appears.
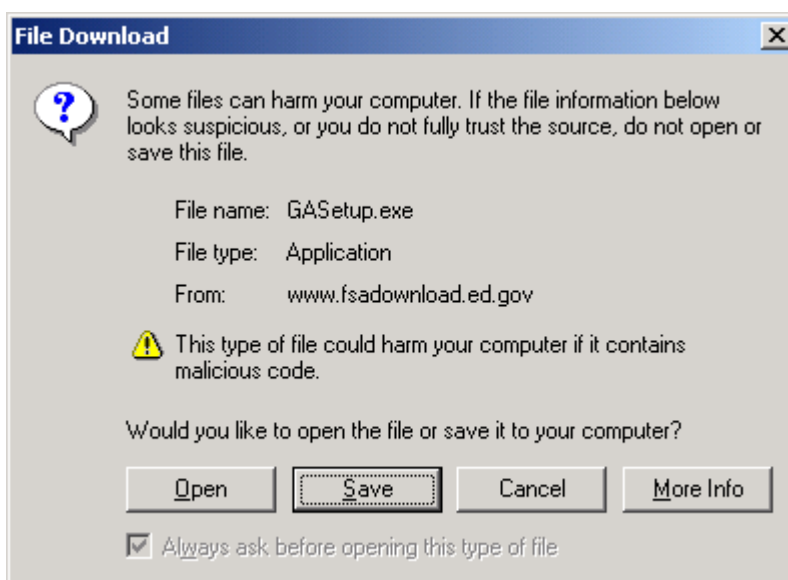
Note: The box that appears may vary depending on your version of Internet Explorer.

Note: Ignore the warning message in this box regarding this download file. The installation program displays the warning because it cannot find a digital signature with the install file. This download file and its contents have been checked for viruses.
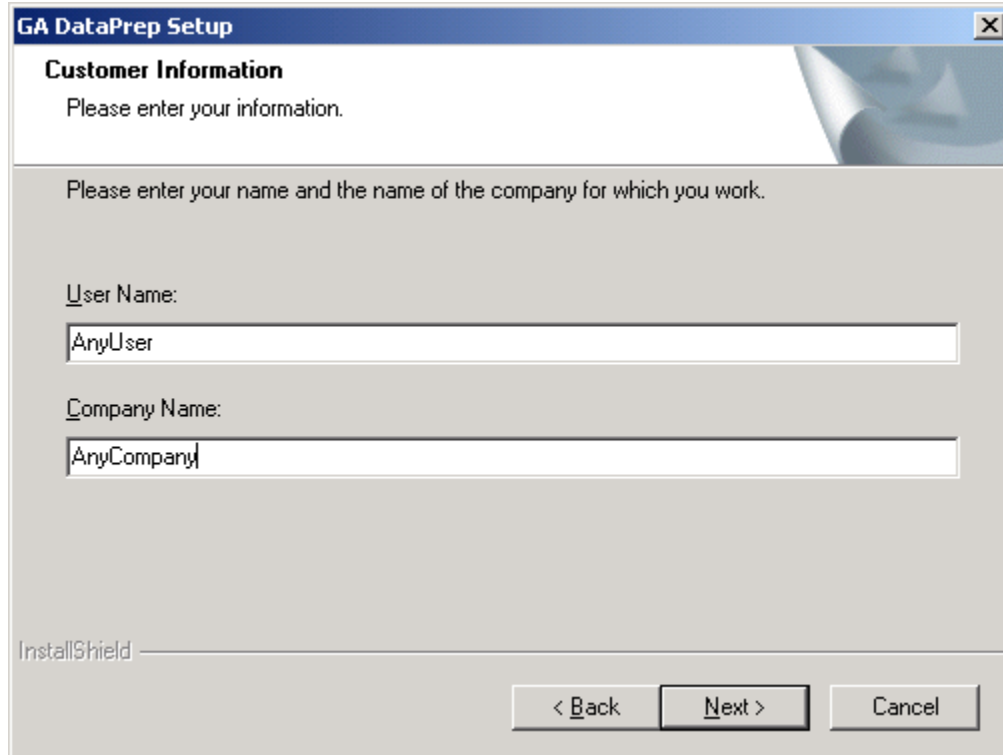
6. Click **Open**. Windows will now download the install files to a temporary folder on the workstation. When downloading is complete, the GA DataPrep Setup box appears.
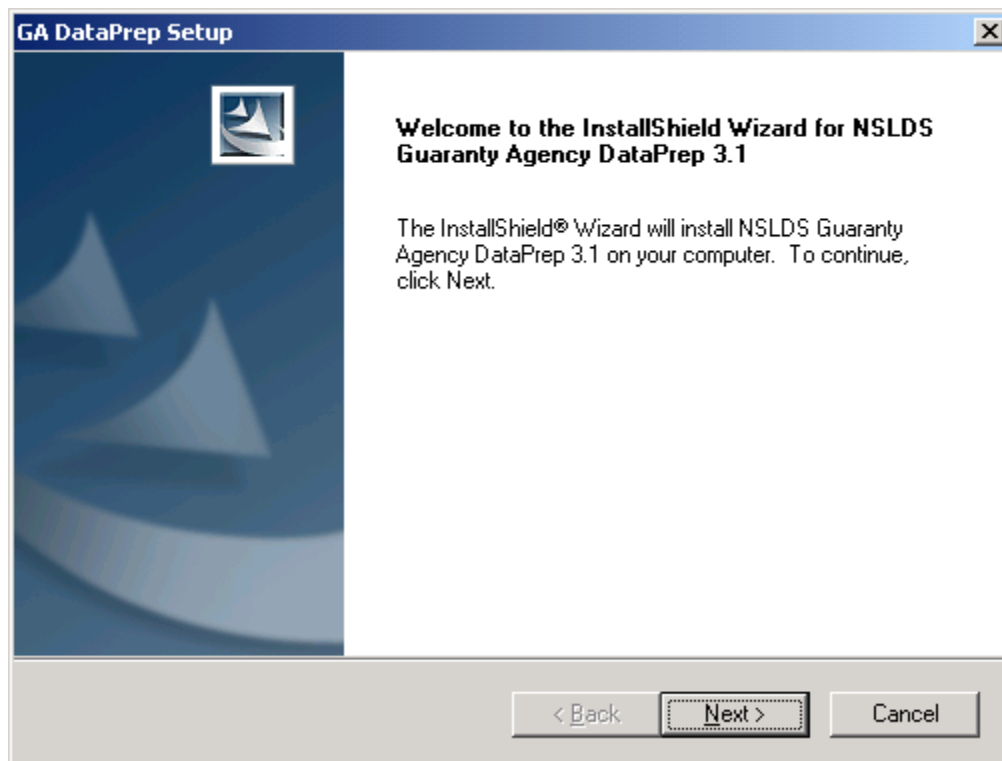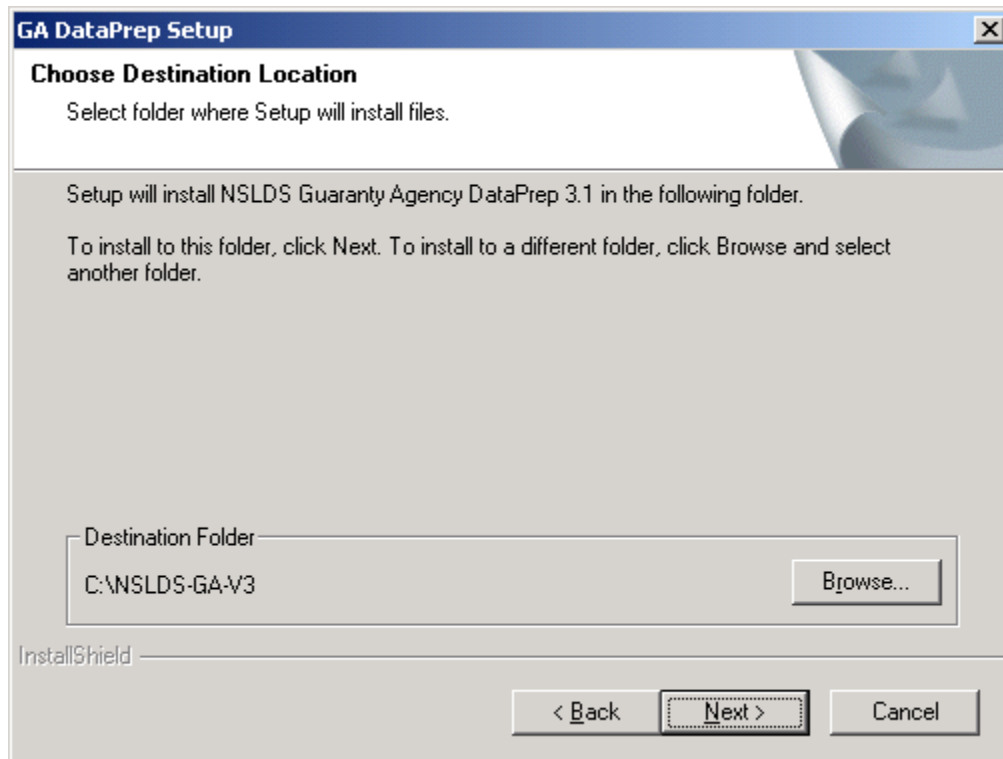
7. Click **Next**. The License Agreement box appears.

8. After reading the License Agreement, click **Yes**. The Customer Information box appears.


9. Change User Name and Company Name if necessary and click **Next**. The Choose Destination Location box appears.

10. This box shows the default Destination Folder where the GA DataPrep software will be installed. To accept the default Destination Folder, click **Next**. If you wish to install the software in another folder, click **Browse** and change it. Then click **Next**. The Select Program Folder box appears.
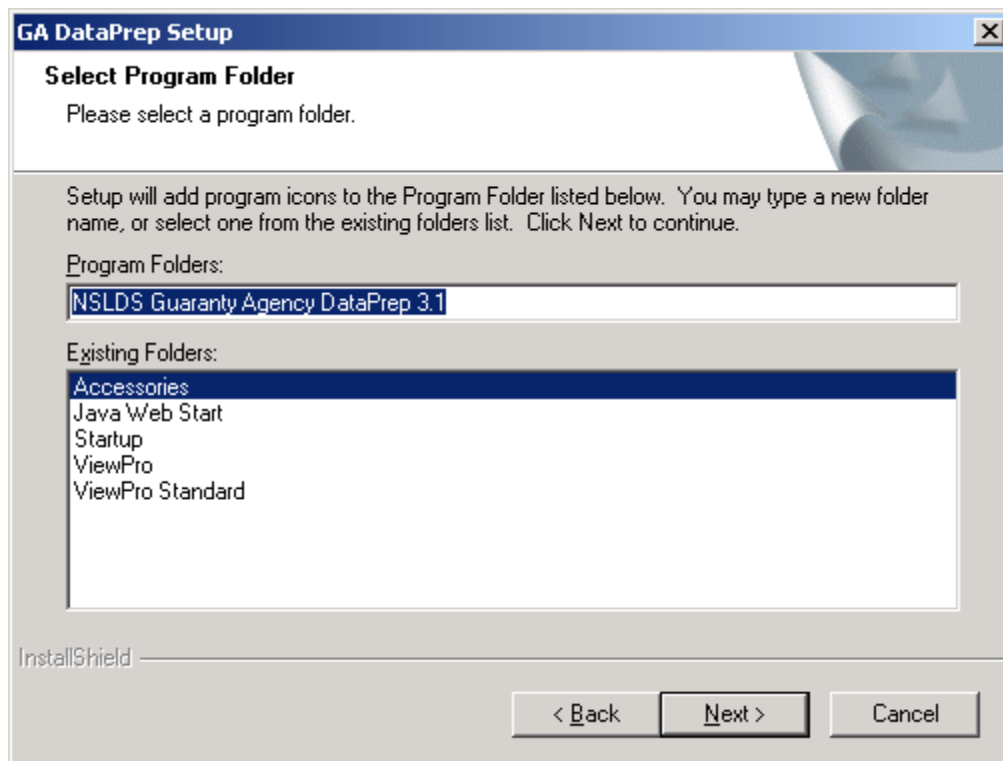
11. Click **Next**. Now the Select Final Setup Options box appears.
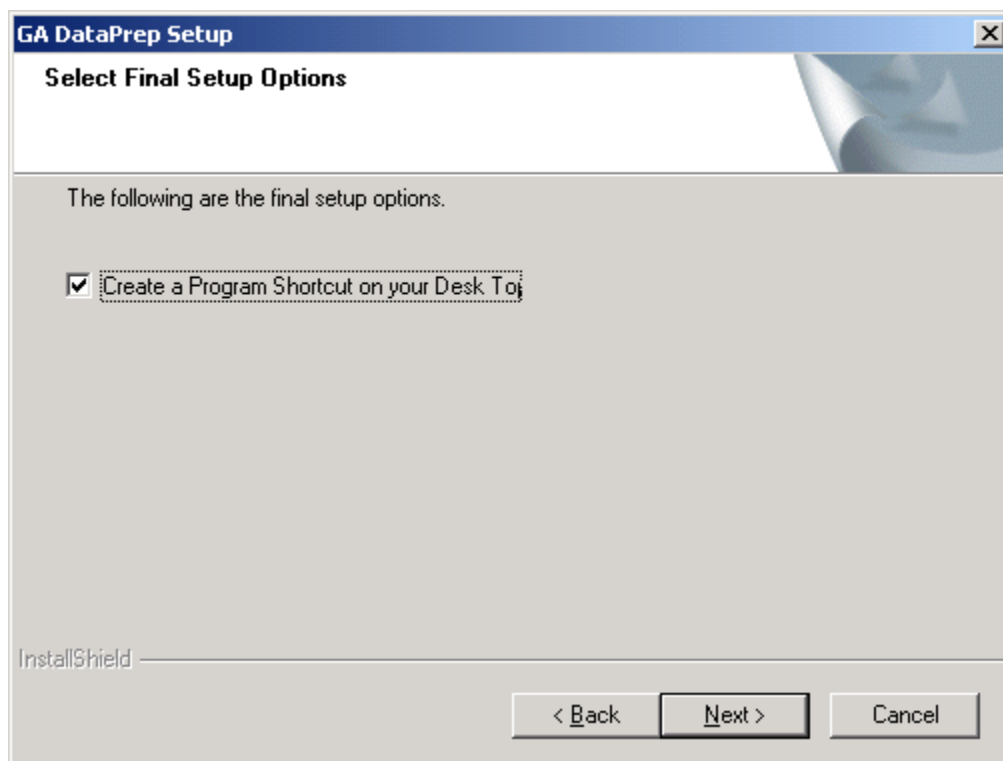
12. Click **Next**. The Start Copying Files box appears. Review the information in the Current Settings area. If you wish to correct any of the settings, click **Back**.
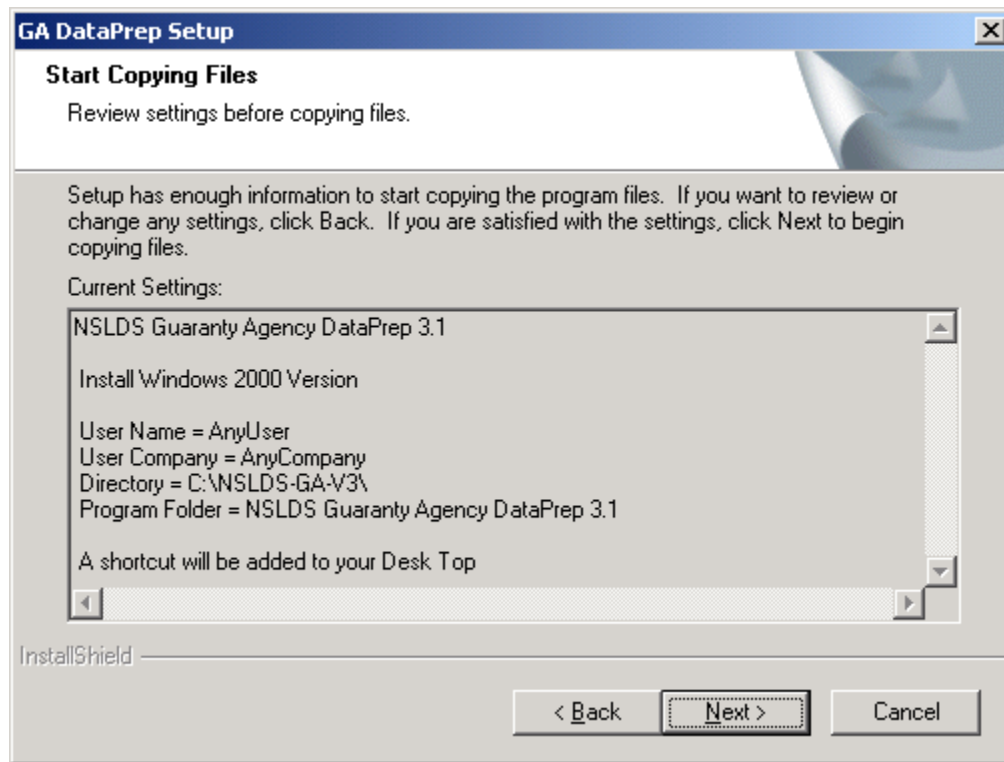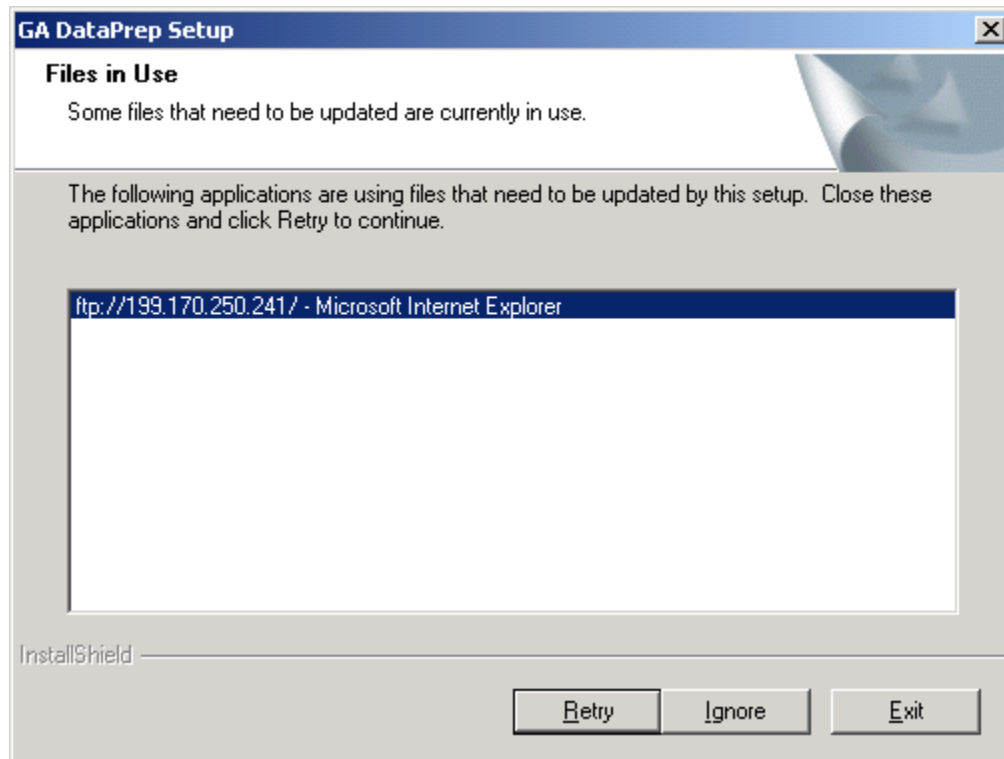

13. If all settings are correct, click **Next**. The setup program will now install the GA DataPrep software on your machine. Progress bars indicate the status of the installation. After the installation is complete, the Setup Complete box appears.
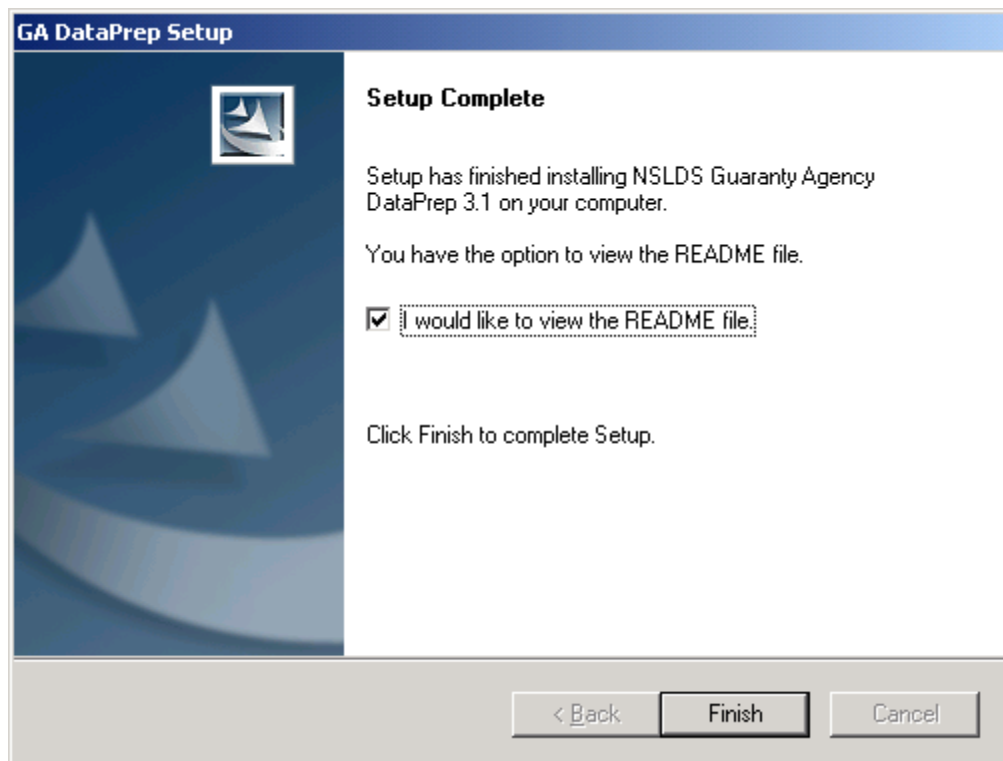
14. Click **Finish**. The README document appears if the box for the README file is checked.
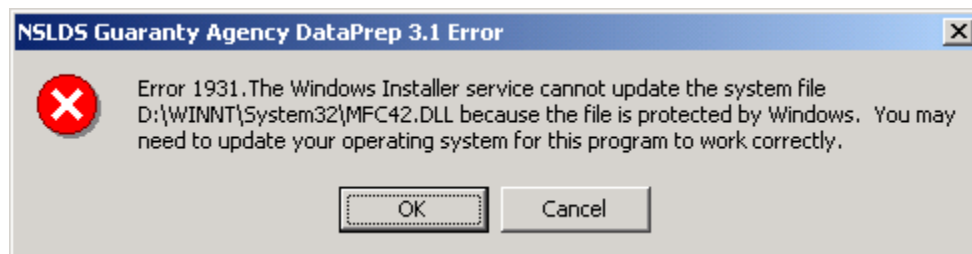
2.1 Troubleshooting

While installing the GA DataPrep software on your machine the Files in Use box may appear.

This box indicates that another Windows program is using one or more files needed by the GA DataPrep installation process. Make sure that ALL other Windows programs are closed, then click **Retry**.

In addition, while installing the GA DataPrep software on your machine, the following error message may appear:


In this case, the installation program cannot check if the above file needs to be updated. Click **OK** to continue installation.

Section 3: Installation Instructions Using Netscape

1. Uninstall all previous versions of GA DataPrep on your machine. If you are *re-installing* Version 3.1, uninstall the previous installation before proceeding. Instructions for uninstalling GA DataPrep are found in Section 4.

2. Close all other Windows applications.

3. Open Netscape.

4. In the Address field, enter the following URL:

   http://www.fsadownload.ed.gov/SoftGA.htm.

   Then press **Return**.

5. On the GA DataPrep download page, in the Software area, click **Full Download,** to start the download. The Enter name of file to save to… box appears.
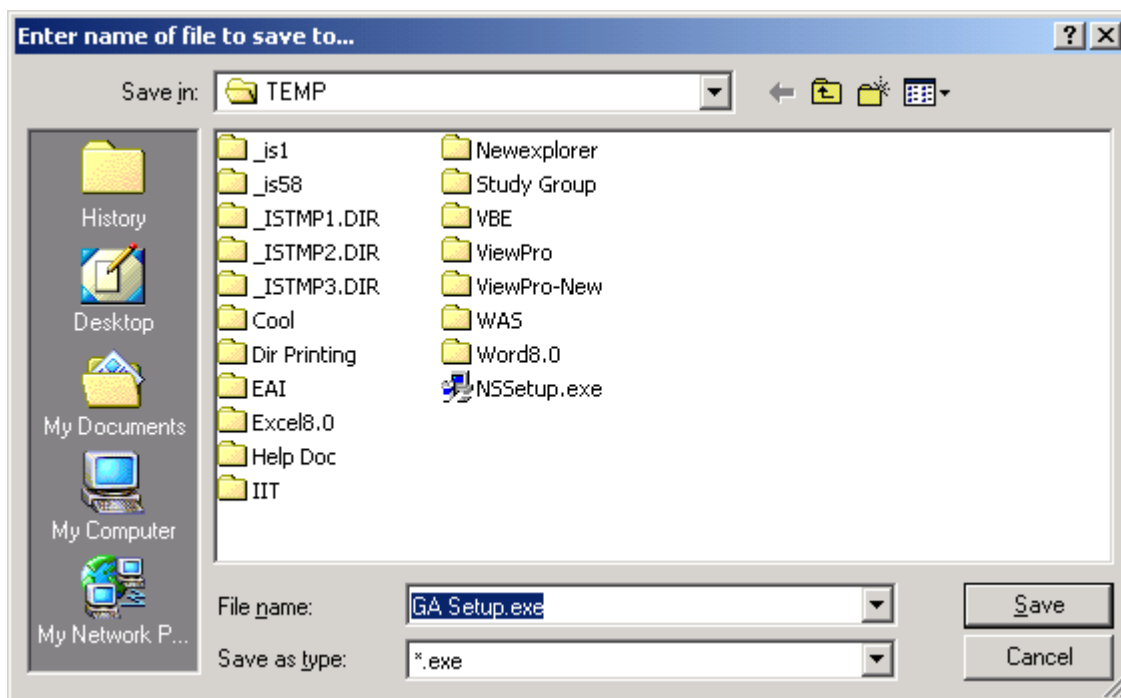

Note: The box that appears may vary depending on your version of Netscape.

6. Click **Save** to save the "GA Setup.exe" file in the folder displayed at the top of the box, or highlight a different folder and click **Save**. (Please remember which folder you save the "GA Setup.exe" file, if you decide to continue the install later.)

7. Next, the Download Manager box appears with the "GA Setup.exe" file highlighted.
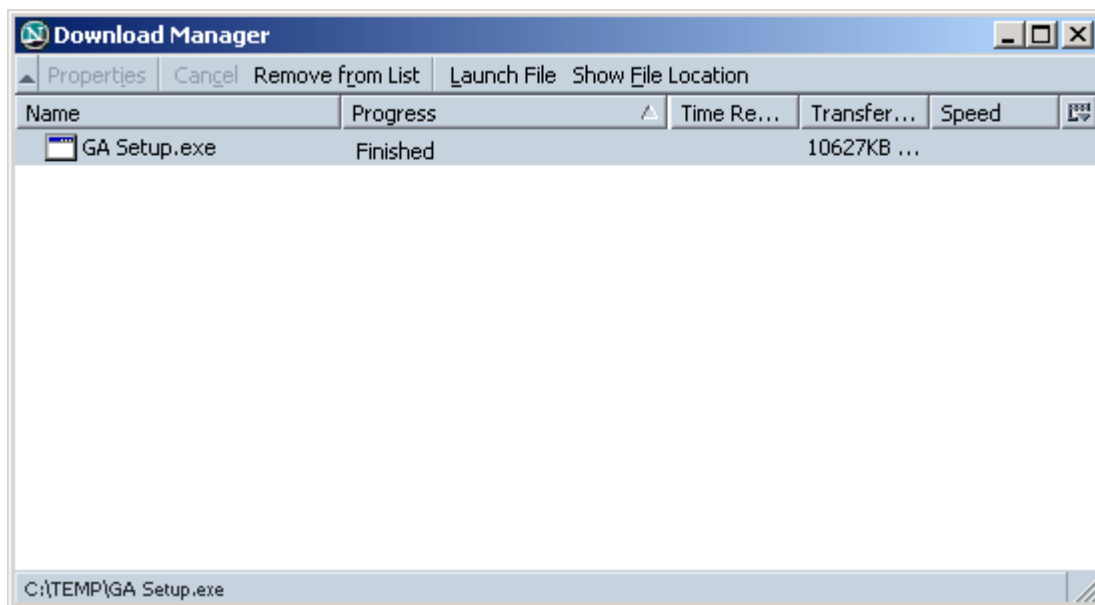
8. Click **Launch File** in the menu at the top of the window to run the "GA Setup.exe" file. The "Opening GA Setup.exe" box appears.
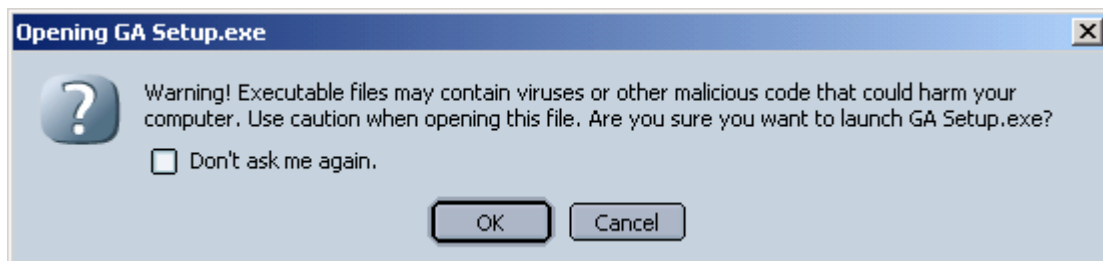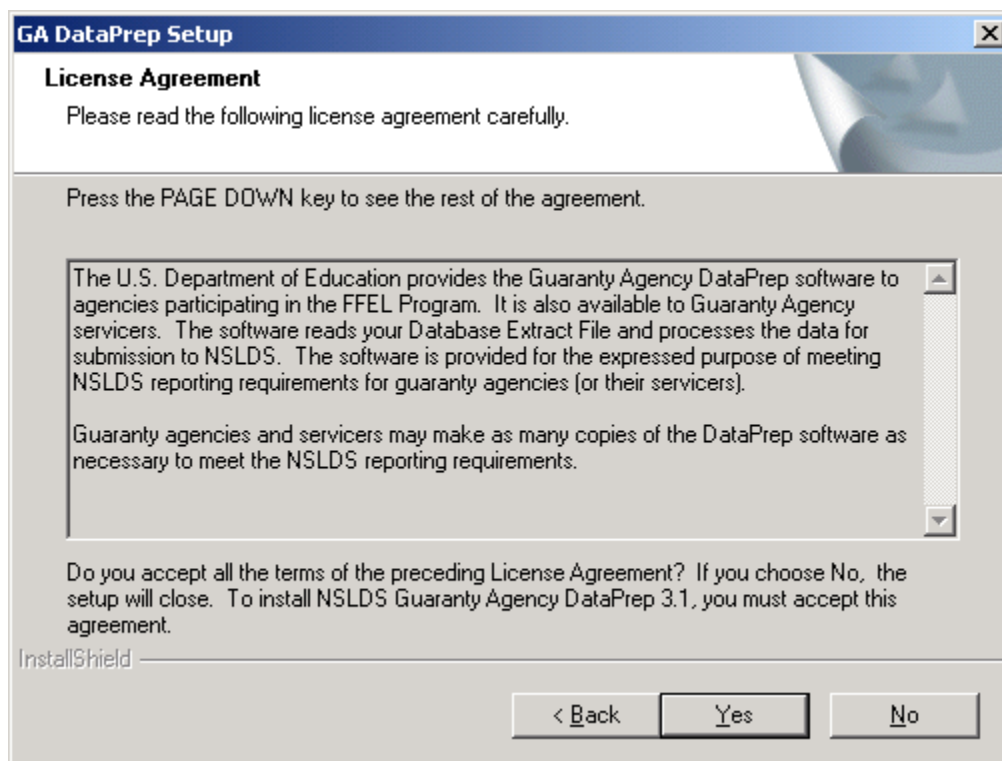

Note: Ignore the warning message in this box regarding this download file. The installation program displays the warning because it cannot find a digital signature with the install file. This download file and its contents have been checked for viruses.
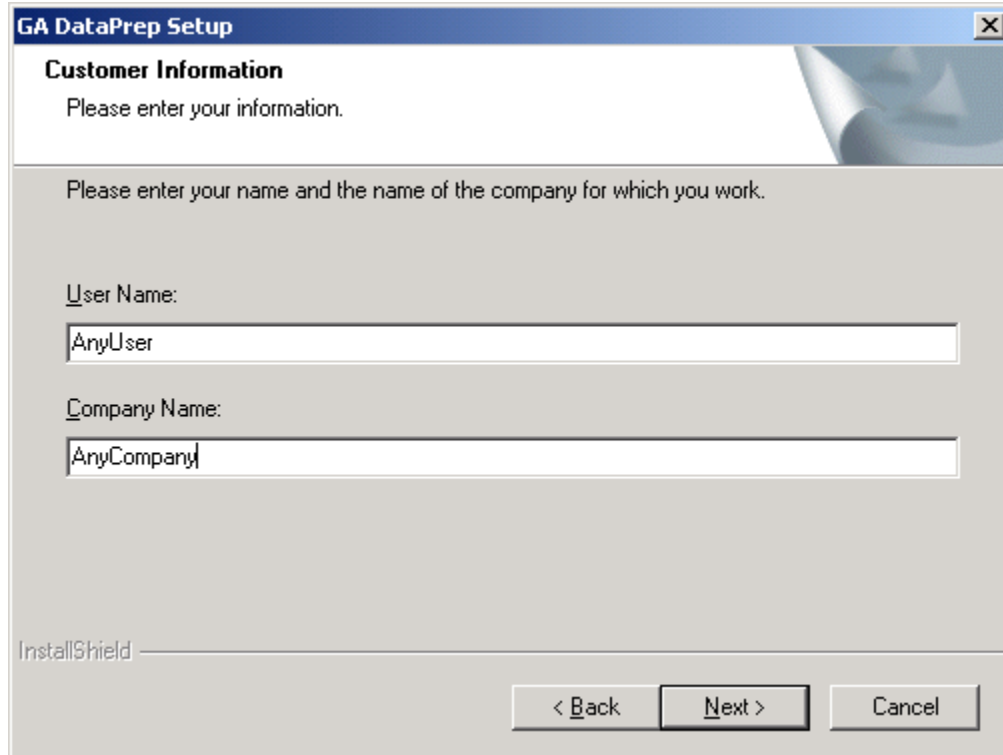
9. Click **OK**. Windows will now download the install files to a temporary folder on the workstation. When downloading is complete, the GA DataPrep Setup box appears.
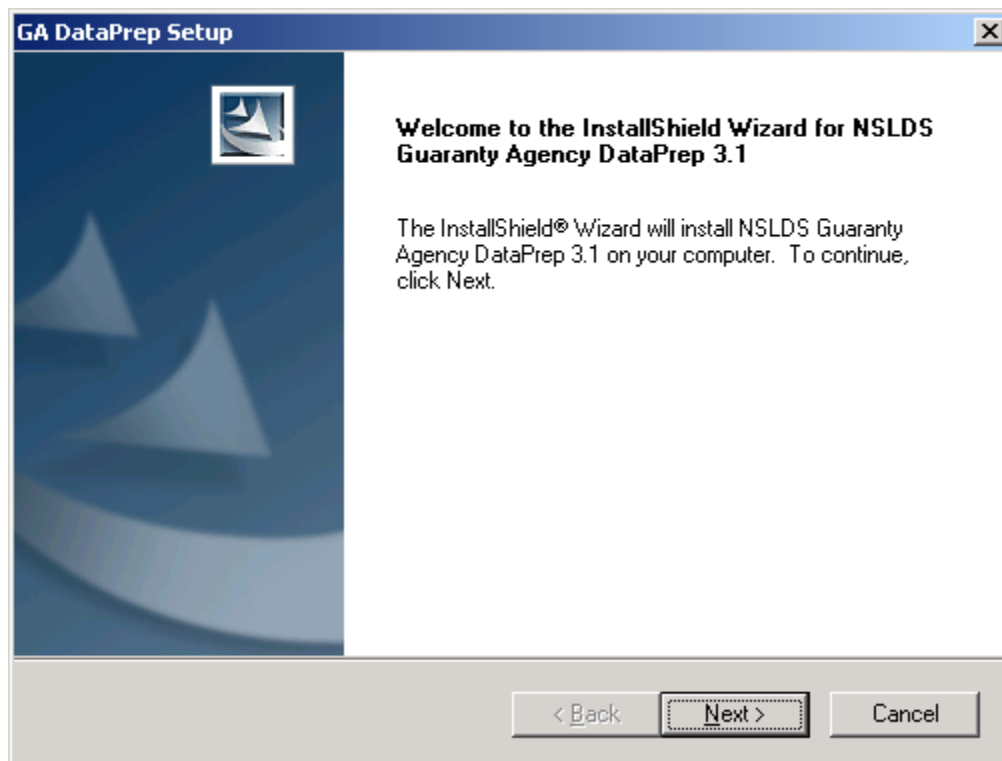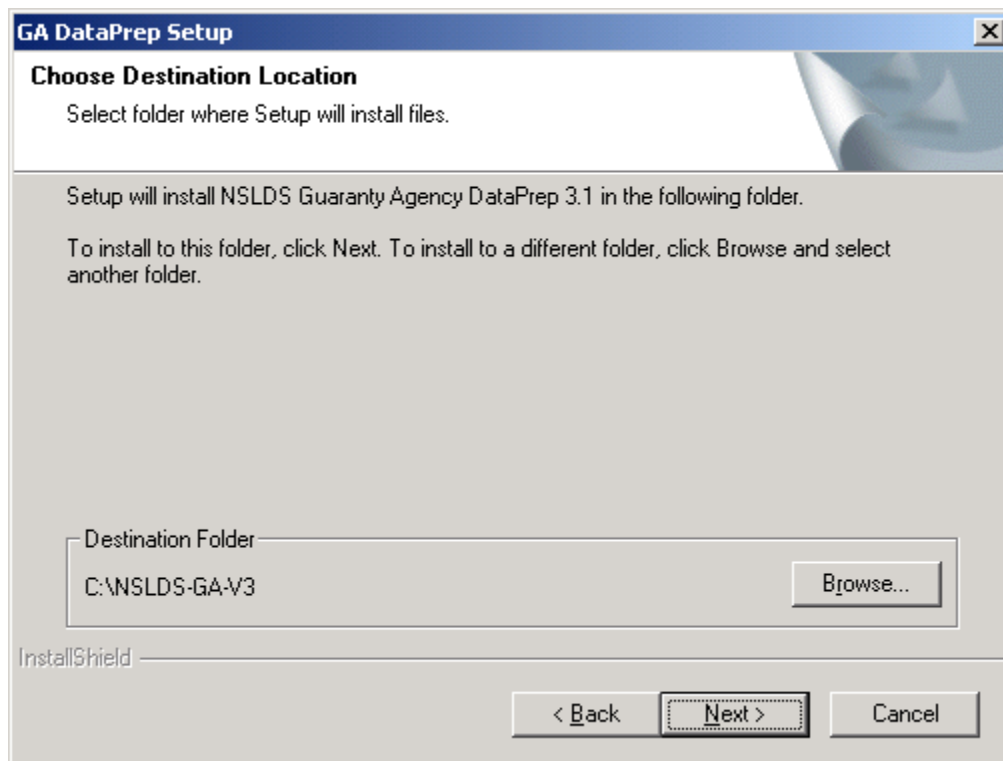
10. Click **Next**. The License Agreement box appears.

11. After reading the License Agreement, click **Yes**. The Customer Information box appears.
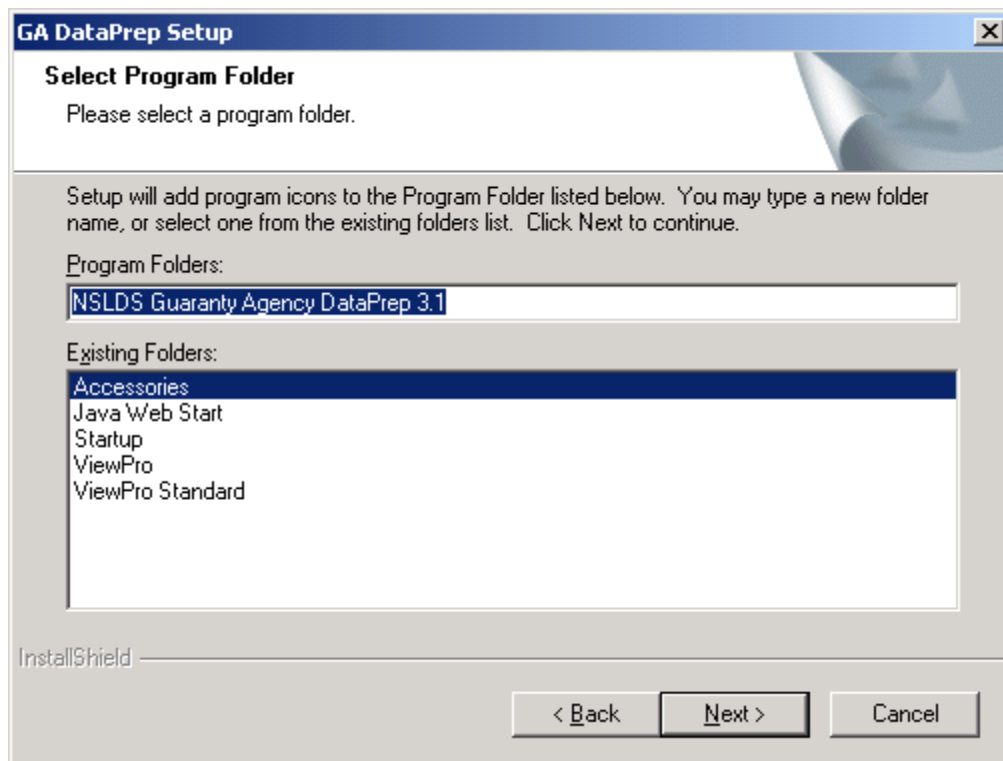

12. Change User Name and Company Name if necessary and click **Next**. The Choose Destination Location box appears.

GA DataPrep Setup

Choose Destination Location

Select folder where Setup will install files.

Setup will install NSLDS Guaranty Agency DataPrep 3.1 in the following folder.

To install to this folder, click Next. To install to a different folder, click Browse and select another folder.

Destination Folder

C:\NSLDS-GA-V3   Browse...

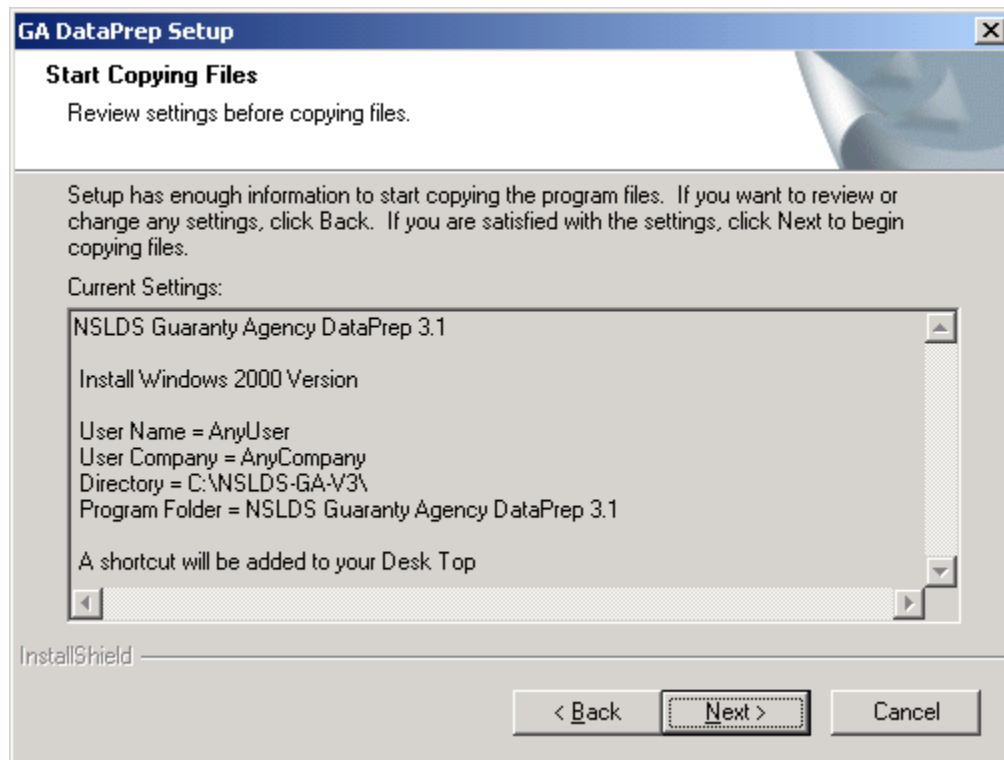InstallShield

< Back   Next >   Cancel

13. This box shows the default Destination Folder where the GA DataPrep software will be installed. To accept the default Destination Folder, click **Next**. If you wish to install the software in another folder, click **Browse** and change it. Then click **Next**. The Select Program Folder box appears.

14. Click **Next**. Now the Select Final Setup Options box appears.
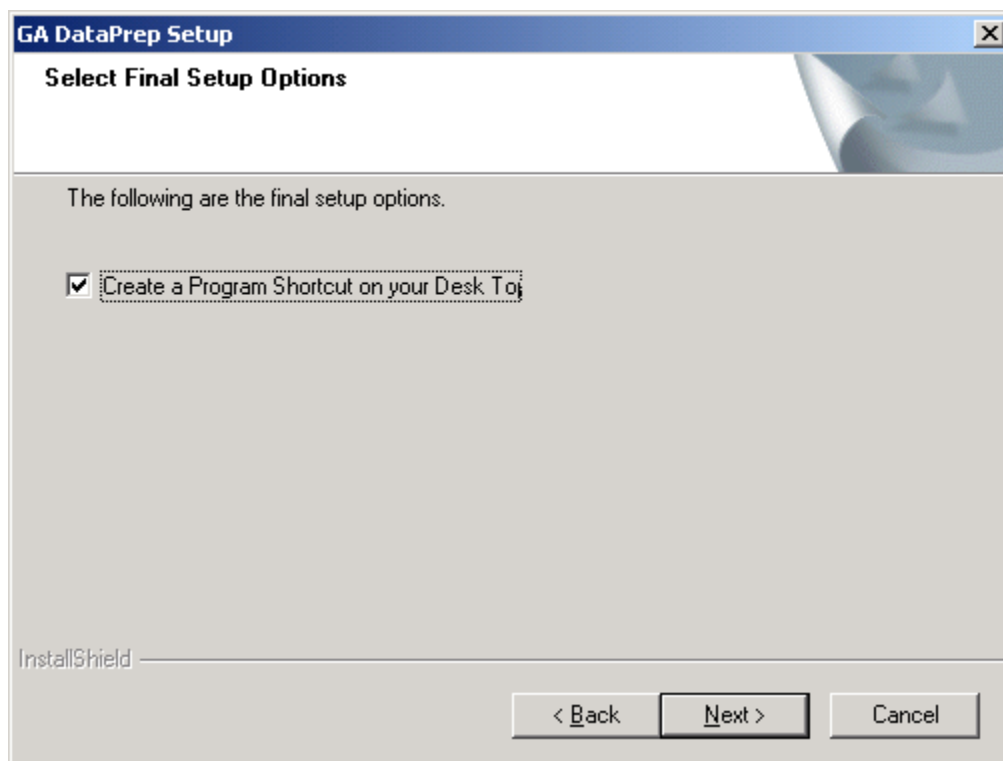
15. Click **Next**. The Start Copying Files box appears. Review the information in the Current Settings area. If you wish to correct any of the settings, click **Back**.
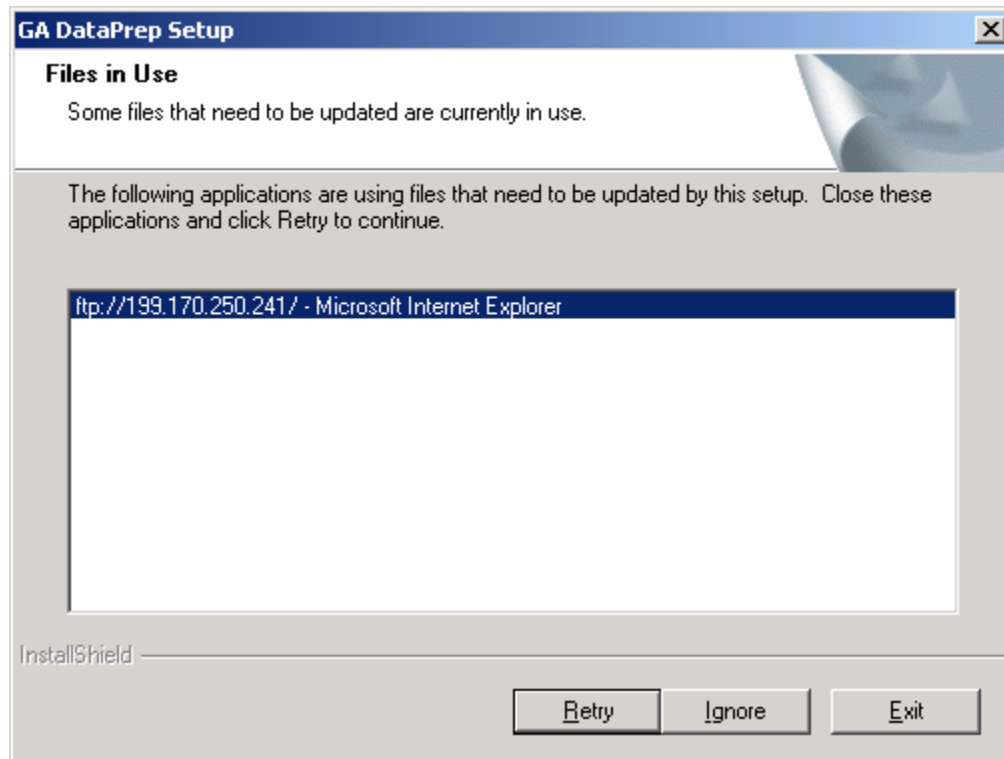

16. If all settings are correct, click **Next**. The setup program will now install the GA DataPrep software on your machine. Progress bars indicate the status of the installation. After the installation is complete, the Setup Complete box appears.

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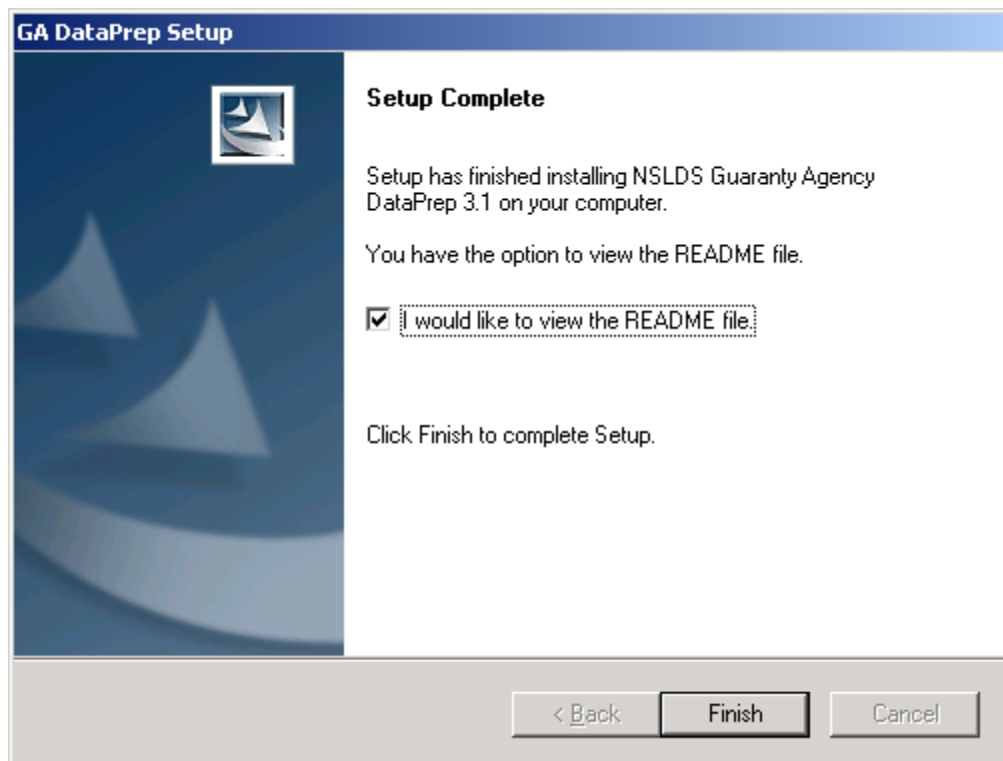
17. Click **Finish**. The README document appears if the box for the README file is checked.
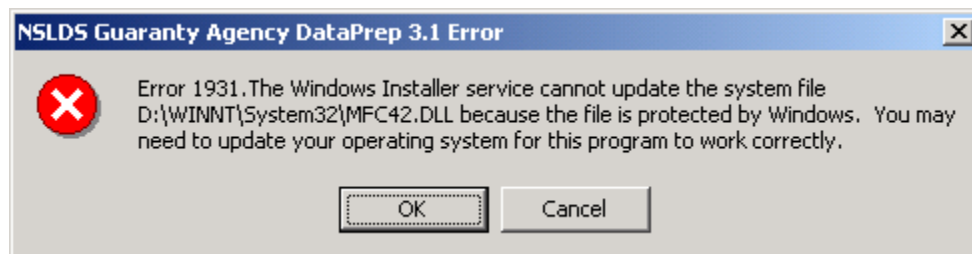
3.1 Troubleshooting

While installing the GA DataPrep software on your machine the Files in Use box may appear.

This box indicates that another Windows program is using one or more files needed by the GA DataPrep installation process. Make sure that ALL other Windows programs are closed, then click **Retry**.

In addition, while installing the GA DataPrep software on your machine, the following error message may appear:
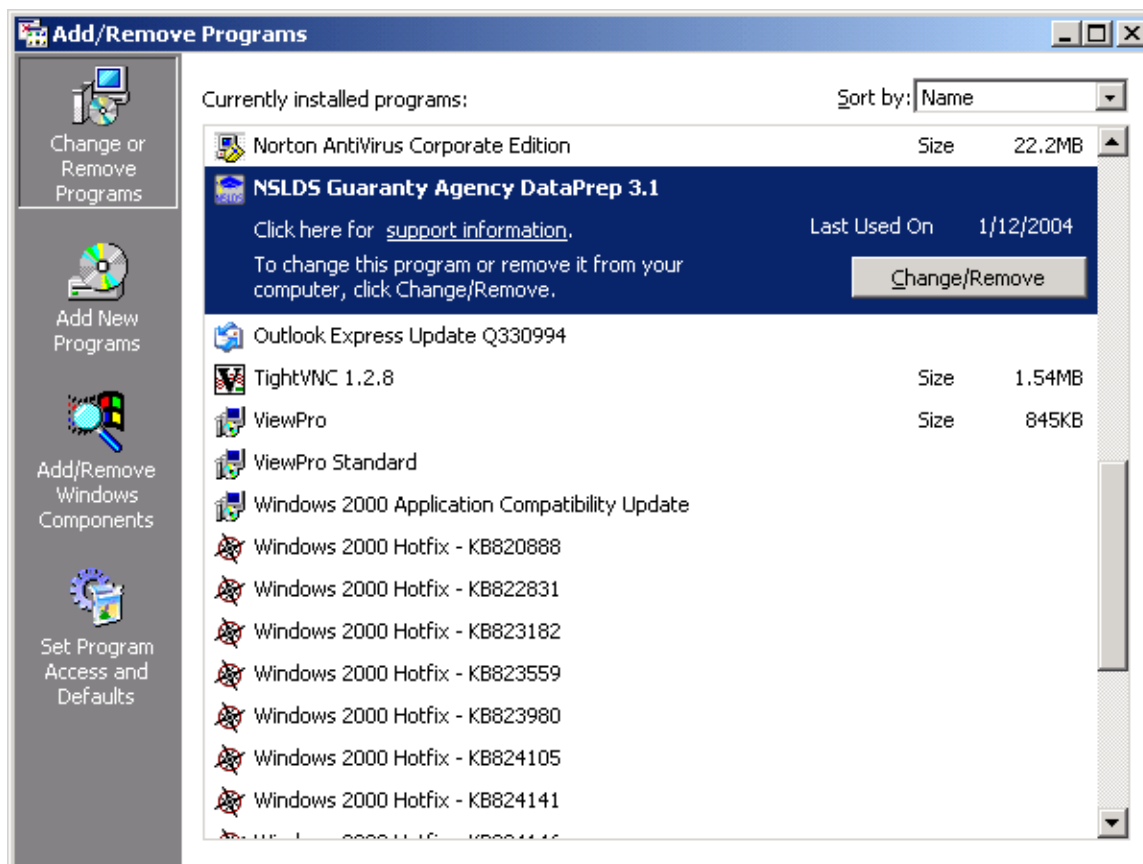

In this case, the installation program cannot check if the above file needs to be updated. Click **OK** to continue installation.
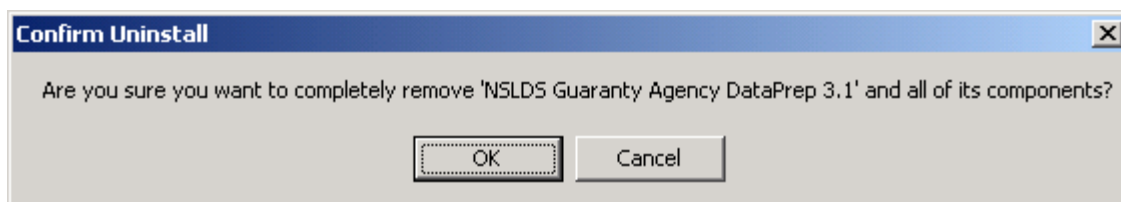
Section 4: Uninstallation Instructions

1. On your Windows taskbar, click **Start**, **Settings**, **Control Panel**. The Windows Control Panel appears.
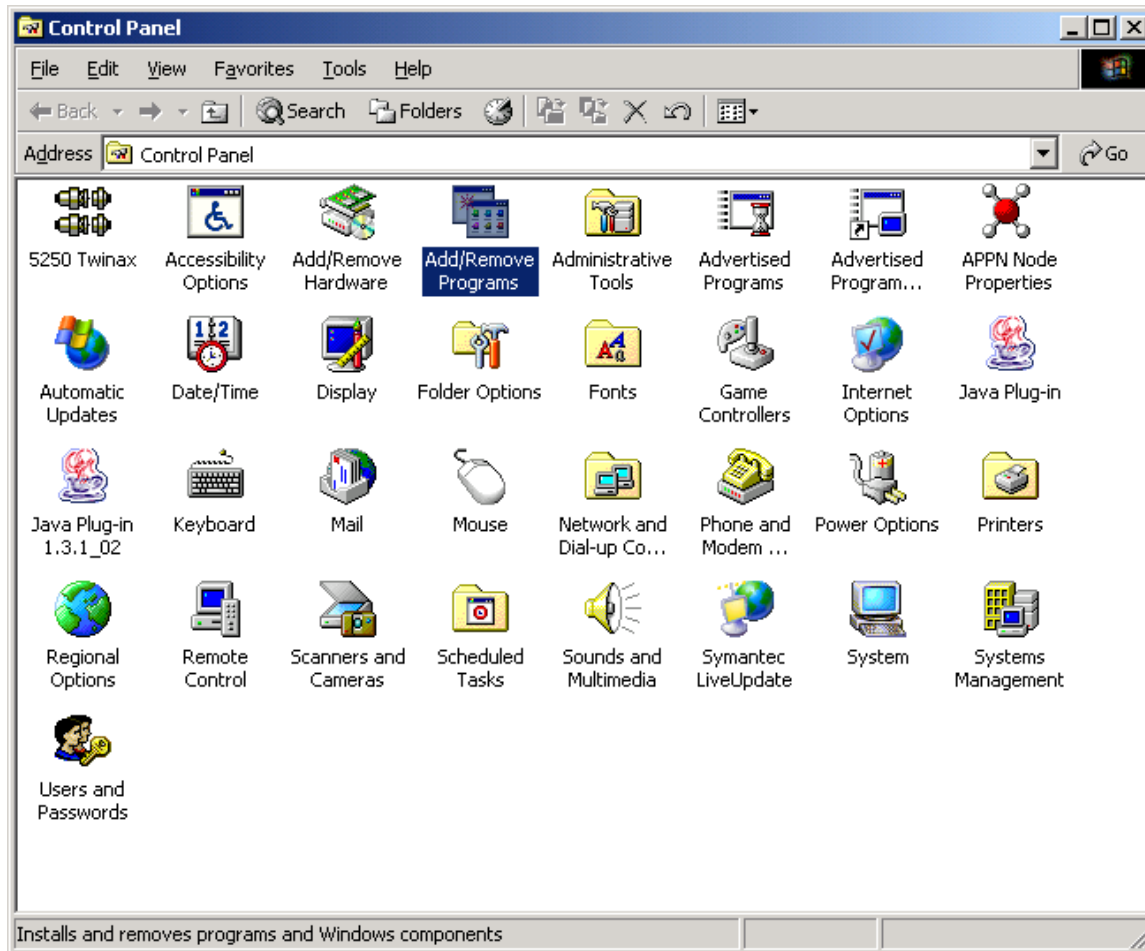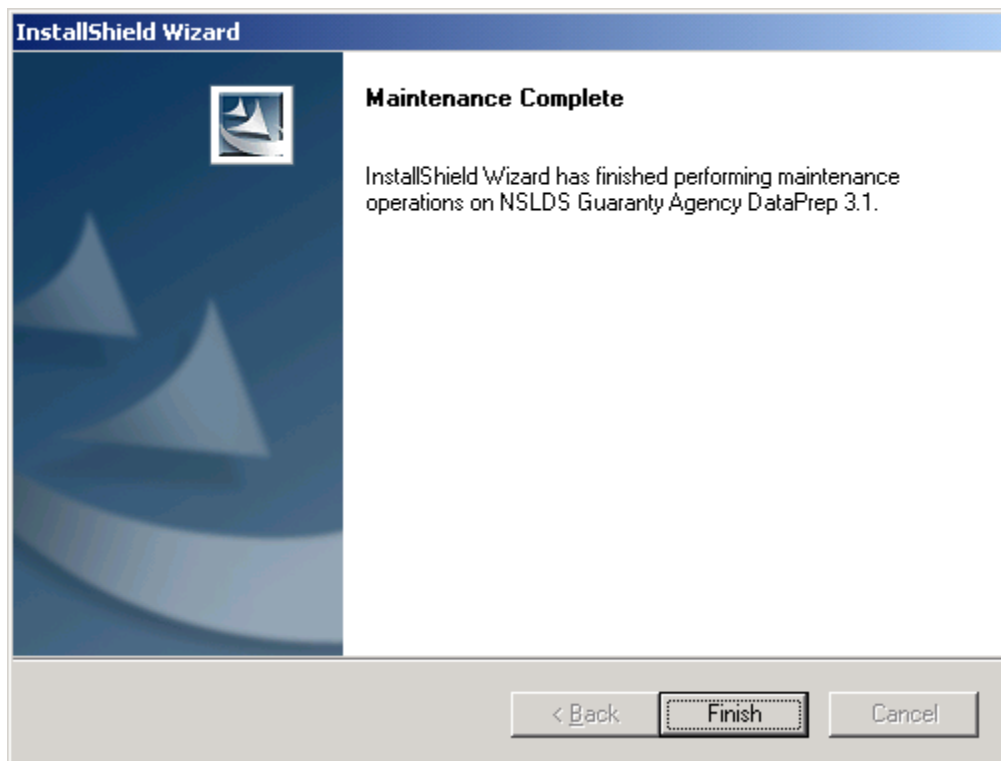

2. Click **Add/Remove Programs**. The Add/Remove Programs box appears.

3. Scroll down the list and click **NSLDS Guaranty Agency DataPrep 3.1**. Click **Change/Remove**. The Confirm Uninstall box appears.

4. Click **OK**. The InstallShield Wizard box appears.

5. Click **Finish**. The InstallShield Wizard box will close.

6. Open Windows Explorer and RIGHT click the **NSLDS-GA-V3** folder (or the folder in which you installed GA DataPrep).
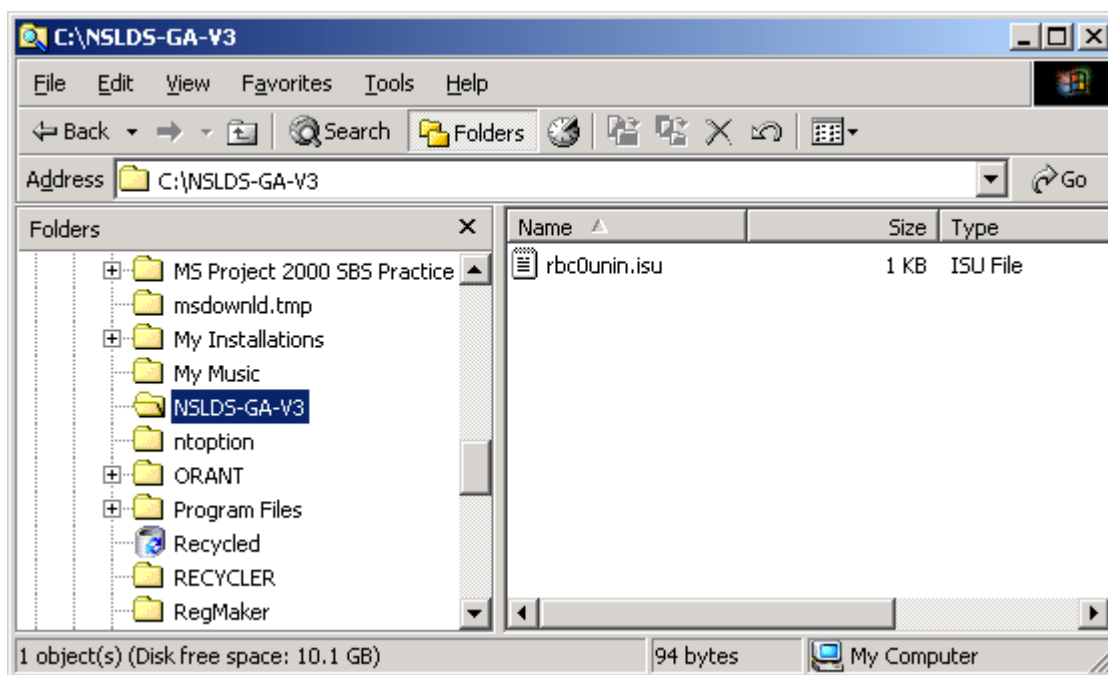
7. Click **SHIFT Delete** to remove the GA DataPrep folder and its contents.